



# Storage Racks

## SUBMITTAL CHECKLIST

City of Hayward Development Services Department

2014 Update

### PERMIT REQUIREMENTS

Storage racks over 5'-9" tall require a building permit prior to installation. Structural calculations are required to verify the attachment to the slab is sufficient to resist overturning during an earthquake. Periodic structural inspections are required during anchorage. Storage rack permits are not issued over the counter.

**Storage rack permits will only be issued to a licensed contractor.**

For storage racks that are 12 feet tall or more, an additional permit is required from the Fire Prevention Office. See the Fire Department's handout for "High-Piled Combustible Storage Annual Permits" for more information.

### SUBMITTAL REQUIREMENTS

☐ **3 COPIES OF STRUCTURAL CALCULATIONS**

Provide 3 sets of structural calculations wet-stamped and signed by an engineer licensed in California. Show attachment details with calculations.

☐ **FLOOR PLAN WITH PROPOSED RACK LAYOUT & DISABLE ACCESS FEATURES**

Provide 4 sets of plans drawn to scale that show the layout of the storage racks. Provide dimensions, complying accessible facilities serving the rack area, exit locations, and list the total linear feet of newly installed racks on the drawings.

☐ **SITE PLAN**

Show project location map and area of work on site. Provide enough information to clearly identify where the work is to occur.

☐ **FIRE DEPARTMENT HIGH PILE COMBUSTIBLE STORAGE QUESTIONNAIRE**

### PROJECT APPROVAL TIMELINE

- **FIRST SUBMITTAL:** The review period for the first submittal is **10 business days**.
- **RE-SUBMITTAL:** The re-submittal review period is **10 business days**.

### TECHINICAL DESIGN CRITERIA

**CURRENT CODES:** 2013 California Building, Mechanical, Electrical, Plumbing Codes and ASCE 7-10.